

## INCIDENT COST ESTIMATING POLICY

3822

(No. 48 Jun 2013)

See [Section 3861](#) for details on producing an estimate.

For Wildland Fires:

Timely and accurate fire cost estimates are required to produce effective analysis of Emergency Fund (E-Fund) expenditures for the Department of Finance at critical times during the State's budget process. CAL FIRE's Management Services Division is dependent upon field staff to facilitate the fire cost estimate information that is used for this analysis. Wildland fire costs are reported under Program Cost Account (PCA) codes 00900 – 00908. Two types of incident cost estimates are required, depending on the duration of the wildland fire incident and on CAL FIRE resource commitment to the incident. These are:

- An estimate of costs chargeable to the E-Fund.
- An estimate of the total costs of the incident, including other agencies' costs, CAL FIRE's base expenses, and the E-Fund.

An estimate of E-Fund expenditures is required for all incidents where resources under CAL FIRE control are committed (including contract county resources) for an incident that expands beyond initial attack or into the second burning period. See [Section 3861.3](#). The total cost estimate is designed as a tool that can provide information during and immediately following an incident. It may also be required by the Incident Commander or his designee, as needed. See [Section 3861.1](#).

For Non-Fire Incidents:

CAL FIRE can be mission tasked by the California Emergency Management Agency for other types of emergencies such as earthquakes, floods, riots, etc. In such cases, specific PCA codes have been established and must be used to track these costs. Every effort should be made to track all resource costs assigned to these types of emergencies for the purpose of reporting General Fund short falls and/or billing for services.

[\(see next section\)](#)

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[\(see Forms or Forms Samples\)](#)